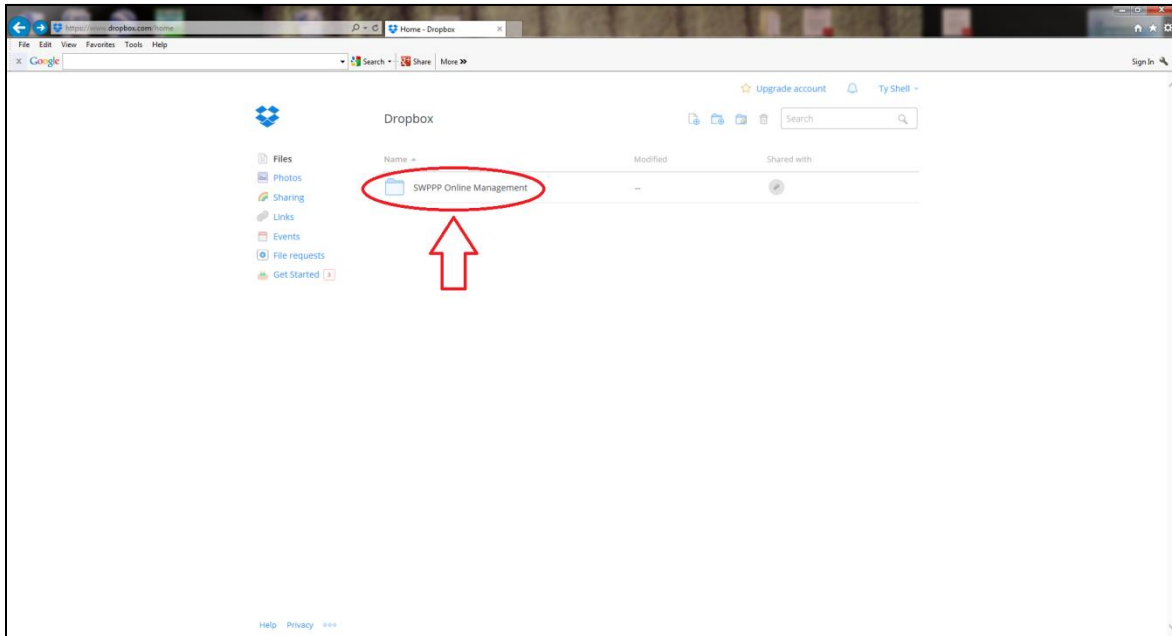
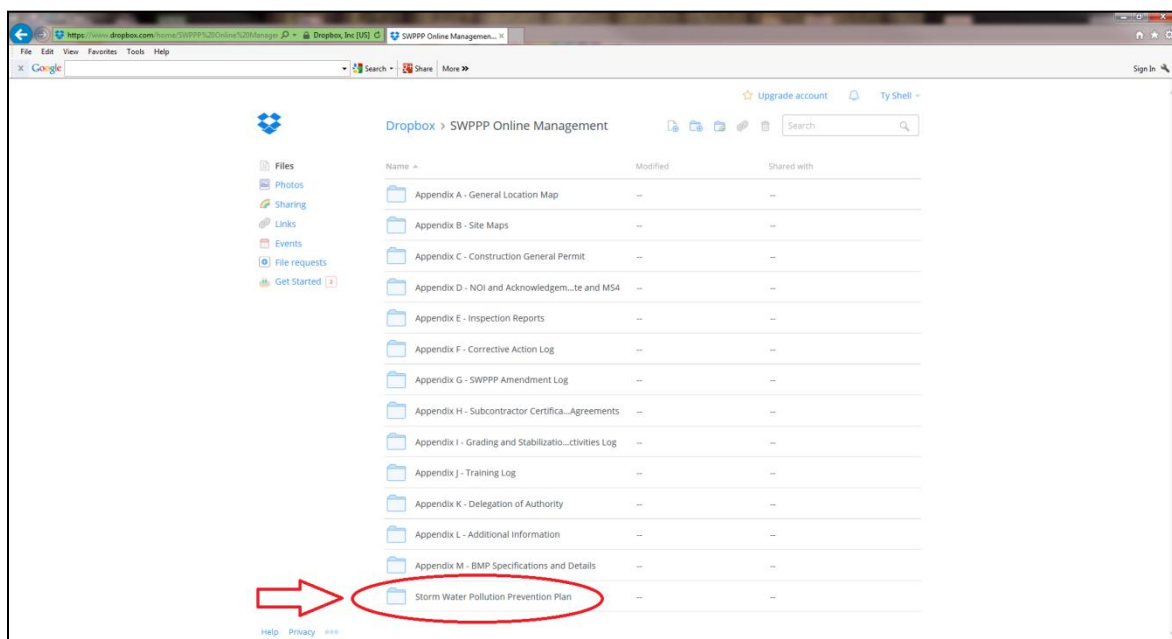


How to Upload Document to Dropbox

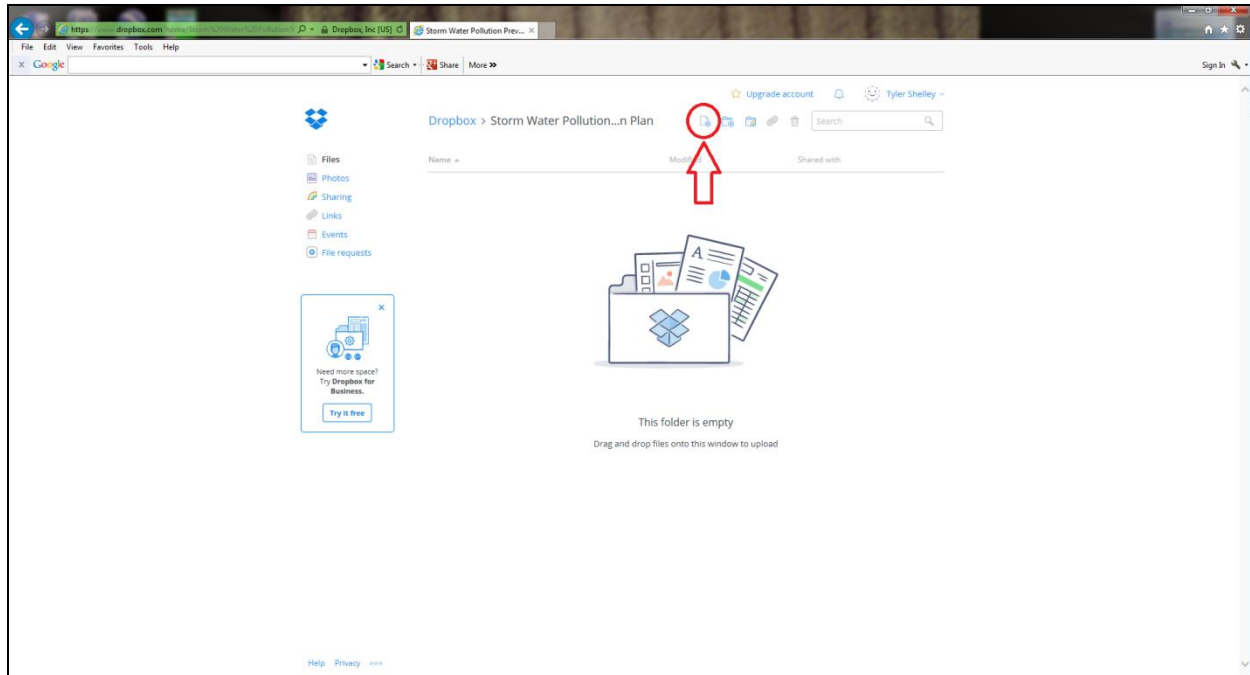
1. After logging into <http://www.dropbox.com>, click on “SWPPP Online Management”.



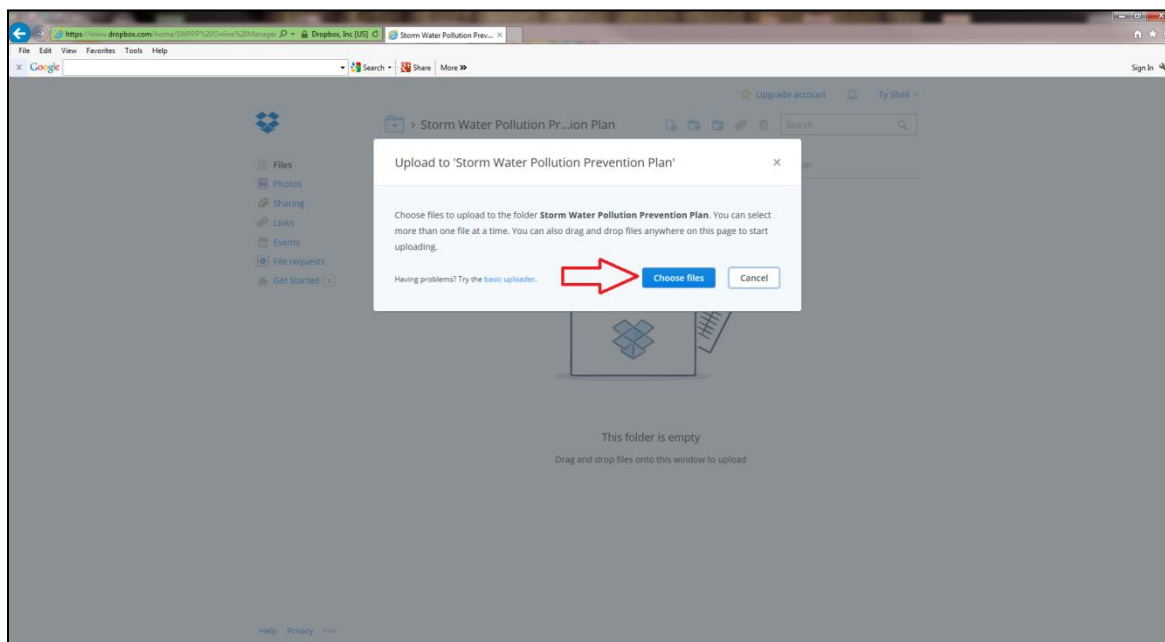
2. You will now upload the documents required for the SWPPP, including all of the appendices. This guidance will walk you through uploading one of the documents. Let's upload the Storm Water Pollution Prevention Plan (excluding appendices).
3. Click on the Storm Water Pollution Prevention Plan folder.



4. Click on the Upload icon at the top of the page.



5. On the pop up window, click on “Choose files”, browse to your Storm Water Prevention Plan and select the file, click “Open” and then click “Done”. If you are having problems uploading documents, click on “Try the basic uploader” option on the pop up.



6. You now know how to upload documents to Dropbox.